

**MILWAUKIE CITY COUNCIL
WORK SESSION
JULY 18, 1995**

MILWAUKIE CITY HALL

Mayor Lomnicki opened the work session at approximately 5:10 p.m.

Present were Councilors Farley, Schreiber, Kappa, and Trotter; Dan Bartlett, City Manager; Charlene Richards, Assistant to the City Manager; Angus Anderson, Finance Director; Maggie Collins, Community Development Director; Greg Drechsler, Acting Public Works Director; Jim Crumley, Senior Planner.

Willamette River Coordination Plan

Maggie Collins, Community Development Director, presented the staff report. The purpose was to update City Council on the status of the project. Planning Commissioners Don Trotter and Gary Michael were originally appointed to represent the City of Milwaukie, and Rob Kappa was appointed later. After Clackamas County conducted the focus group interviews, it became apparent that the conflict-resolution model might be very time consuming as the issues became more complex.

Collins said the planning community advisory members determined that the Coordination Plan did not contain appropriate information to be included as an ancillary document to the Comprehensive Plan. This was a staff initiative, and it was felt that the community would not be served by the Plan's inclusion. She said there would not be a Comprehensive Plan amendment for this document. The Planning Commission will review the same material at its next meeting. She added that staff would prepare a Resolution for future City Council consideration recognizing the usefulness of the document as background information to the recently adopted Willamette Greenway amendment.

Councilmember Kappa asked Collins if staff felt there were only three common goals among the participating jurisdictions. **Collins** said these goals were those that staff believed could be applied in a broad manner.

Councilmember Kappa asked the City's position in the planning process. **Collins** said the Coordination Plan was not the mechanism to solve or set priorities for users. She reviewed the common goals which were: conflict resolution among water and land uses; strengthen the river as a natural resource; and responsible management and development of the Willamette River and the shoreline.

Collins said there were nine project areas identified in which the goals could be implemented. The community determines which program areas should be addressed and in what priority. She pointed out that the Coordination Plan itself had a lot of good, comprehensive material. The Plan would be a source of information, but there would be no legal obligations. She felt that the Willamette Greenway Ordinance addressed the necessary issues for the City of Milwaukie.

Councilmember Farley asked if Gladstone participated. **Collins** said Gladstone was outside the study area; however, Oregon City was included. The City of Gladstone was invited to participate, but they declined. She added that the amount of territory, and the number of jurisdictions included, limited how much could be done.

Councilmember Schreiber suggested that the City of Gladstone be given the opportunity to review and recognize the Coordination Plan.

Councilmember Kappa expressed his disappointment because he hoped the document would have greater recognition. He felt it would lose its impact if simply adopted as a Resolution.

Councilmember Schreiber said the document approached the entire Willamette River Corridor issue. It seemed that Milwaukie should go forward with its own plans in conjunction with other participating jurisdictions.

Councilmember Trotter said everyone went into the project with the idea that a Master Plan would be developed; however, it evolved into a Management Plan. The model Greenway Ordinance is the highlight of the document. Milwaukie has begun working on those sections which can be implemented. He discussed the citizen input goal and involvement of the Island Station Neighborhood Association. He said the Coordination Plan is not land-use related and was not something he expected to see in the Comprehensive Plan.

Mayor Lomnicki said he believed this document should be available to the neighborhoods. It would be a good reference document during waterfront planning to remind the City of the agreements between participating jurisdictions.

Councilmember Kappa asked Collins to describe the review process. **Collins** said the length of the review process was shortened due to funding and timelines. In order to close out the grant, the Technical Committee directed the document back to the jurisdictions for review. She added that the document was not precise enough to be an ancillary document to the Comprehensive Plan.

Bartlett said the most important recognition was given to the Greenway Ordinance.

Collins added that Crumley will communicate Milwaukie's actions with the other participating jurisdictions.

Collins said the Resolution would probably be prepared for the first meeting in September. This work session was for information only. She asked for Council input before she drafted the Resolution.

Councilmember Schreiber suggested a paragraph describing those actions already taken by the City of Milwaukie.

Councilmember Kappa suggested adding language about a periodic review of the Coordination Plan.

Boards and Commissions Review Process

Dan Bartlett, City Manager, presented the staff report. He said certain Boards and Commissions, such as the Budget Committee, Library Board, and the Planning Commission, were required by Oregon State Statute and implemented by Ordinances. The Center/Community Advisory Board and Citizens Utility Advisory Commission, for example, are voluntary and implemented by City Ordinance. The Historic Review Commission was established by Ordinance and the Comprehensive Plan. The Traffic Safety Commission is recognized in the ORS as a community option, but is required in certain instances when the City seeks funding. The Construction Board of Appeals is also required, but the City may look to another jurisdiction to provide services.

Bartlett said he was looking for dialogue and direction from City Council before staff began collecting review data.

Councilmember Kappa asked if the term lengths are set by ORS. Bartlett said some, such as the Budget Committee, are set by State law; most others are established in the City Code.

Councilmember Kappa said he believed the term lengths should be uniform.

Councilmember Farley pointed out that terms would have to be staggered.

Councilmember Trotter said both the Planning Commission and the Historic Review Commission were recently reviewed, and the Budget Committee is established by State statute. He said he thought these should be the last three advisory boards to be considered.

Councilmember Schreiber said some Commissions are firmly in place and very active. Others may not be working well and need to be reviewed first. She suggested directing attention to those Commissions which do not regularly have a quorum.

Councilmember Trotter suggested placing the Parks and Recreation Commission and the Traffic Safety Commission high on the priority list.

Councilmember Farley suggested reviewing the Center/Community Advisory Board.

Councilmember Schreiber said these reviews need to be done in conjunction with the neighborhood service model.

Bartlett suggested looking at how Budget Committee members are distributed throughout the City.

Councilmember Kappa said he had not seen much activity from the Citizens Utility Advisory Commission. **Drechsler** said the Commission was not currently considering any rate reviews.

Councilmember Trotter suggested putting the Library Board in the second tier priority list.

Bartlett summarized the discussion. He understood that the Parks and Recreation Commission, Center/Community Advisory Board, and Traffic Safety Commission would be on the first review tier; the Library Board, Citizens Utility Advisory Commission, and Construction Board of Appeals on the second tier; and the Planning Commission, Historic Review Commission, and Budget Committee on the third tier. In addition, consistency in term lengths and consideration of the Commissions within the neighborhood service delivery model would be reviewed.

Councilmember Kappa added that City Council needs to determine when to call on the Commissions for their participation.

Councilmember Trotter suggested calling on the Commissions after the initial work is done and Council is ready to propose a direction.

Mayor Lomnicki said the Council needs to look at each Commission's work plan and how it supports City-wide goals. Council needs to determine if the missions and functions meet the City vision or if changes need to be made. That is the point at which the Commissions will be invited for dialogue.

Councilmember Schreiber said she believed there were some misunderstandings about whether work plans were being developed to advise City Council or were individuals setting their own goals.

Councilmember Farley discussed the role of special task forces and to whom they reported.

Mayor Lomnicki said the issue of a task force within a Commission needs to be reviewed. It needs to be determined if the task force should report back to the City Council.

Bartlett discussed the role of task forces within the Planning Commission. He said staff would determine which Commissions had active task forces and to whom they reported.

Councilmember Trotter suggested that reports be made more frequently than once a year and that there be more two-way feedback.

Councilmember Schreiber said the City Council has expectations for the type of assistance it needs from its Advisory Boards.

Councilmember Trotter said the Planning Commission reviews the City Council Goals after they are adopted. The Commissioners consider and make recommendations for adapting Planning Commission goals to coincide with the City-wide goals.

Councilmember Kappa said it seemed as if the City Council were reaching a point of decision before inviting the Commissions to offer their input. He did not want to send a confusing message.

Councilmember Schreiber discussed the role of the Parks and Recreation Commission and its changing position in the Parks District. She urged looking at how best the City could use its advisory boards.

Councilmember Trotter said Council needs to look at the structure of the Commissions and find how each can best serve the City-wide goals. The City Council, however, needs to have some ideas before calling the Commissioners in for a meeting.

Councilmember Kappa said it was suggested that each Councilor be a non-voting representative on an Advisory Board.

Mayor Lomnicki and **Councilmember Schreiber** were not comfortable with this concept.

Councilmember Trotter added that a Councilor's sitting in on a Planning Commission could be considered an ex parte contact.

Bartlett said a consideration topic might be how City Council and Commissions communicate. He discussed the Committee Task Group model.

Councilmember Schreiber said this type of assignment could be short term.

Mayor Lomnicki used the example of the Riverfront Review Committee and how it worked.

Council discussed committees that might focus on waterfront cleanup, business recruitment, and bias crimes.

Councilmember Trotter suggested that these types of groups functioning as long-term standing committees.

Councilmember Kappa discussed the feasibility of a business advisory committee that would look at light rail.

Mayor Lomnicki said he thought it would be a good idea to consider this after attention was given to the existing Commissions.

Councilmember Trotter said he wanted to maintain the level of citizen involvement.

Mayor Lomnicki said policy makers who participate with advisory boards need to keep an objective viewpoint.

Bartlett said staff would collect documentation for the first three Commissions. The information for City Council review would include: legal background, model bylaws, and work plans.

Mayor Lomnicki said he recommended using an entire work session to review this material.

Councilmember Kappa suggested moving from a committee to a commission form. **Bartlett** said the terminology often depends upon who drafted the legislation.

Councilmember Trotter said he did not believe standardizing the terms at this point was critical. The missions and functions of each group were more important. Term lengths are secondary, and this might be a good question to ask the groups. The Commissioners know better than the City Council how long it takes to address an issue.

Bartlett said the information will probably not be compiled until the second City Council meeting in September.

Mayor Lomnicki agreed to this timeframe and added that there would also be sufficient time to circulate the 1995-1996 Council Goals and the accompanying action plan. He recommended a three- or four-hour work session to give adequate time.

Councilmember Schreiber agreed that several years of steady work would give the City a good foundation.

Susan Stone, Traffic Safety Commissioner, asked how it was determined into which tiers the Commissions were placed. She said it seemed like City Council perceived those groups as problematic, and she wanted clarification. She asked if some of the Commissions would be eliminated.

Mayor Lomnicki said these discussions take place for the purpose of internal sorting and prioritization. He said, for example, in light of the Ardenwald situation, it is important to look at the Traffic Safety Commission's charge and how it fits with the City-wide Goals. He pointed out that there was no discussion of eliminating any Commissions. The Advisory Board review was not undertaken for personal reasons. City Council wants to look at how best to run the City.

Councilmember Trotter said Council has been discussing this proposal for several months. There is a concern that some Commissions have been given more responsibilities than they have time and resources to handle. City Council is looking for more effective ways to make use of the advisory groups. The Traffic Safety Commission is a high priority item because of the current issues before it, not because it is problematic.

Julie Wisner discussed the minutes of the June 20, 1995, work session in which Bartlett made a comment that there was barely a quorum. Four of the seven members attended that meeting. If the Traffic Safety Commission had problems, it was caused by those members who did not attend the meeting. She added that she believed too much attention was given to the comments of the Commissioners who did not regularly attend the meetings.

Mayor Lomnicki said Council was moving toward a dialogue to clarify any misunderstandings.

Wisner said she thought too much emphasis was being put on the Traffic Safety Commission.

The work session ended at 6:47 p.m.

Pat DuVal

Pat DuVal, Recorder/Secretary